

ROBERT SMITH

Food Coordinator

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As a Food Coordinator, responsible for Meeting with cottage staff on a regular basis to plan activities involving meal preparation and to establish deadlines for meal requests as needed, and also Assigning work duties and schedules to cooks to meet departmental and agency needs.

EXPERIENCE

Food Coordinator

THE GROVE SCHOOL - 2015 - 2021

- Oversaw all aspects of the daily operations of kitchen and food production areas.
- Planed menu selections with an emphasis on healthy food choices.
- Kept various menu ideas within stated budgets.
- Implemented all relevant Food Hygiene and Safety requirements.
- Assured meal preparation follows MN Department of Health & OSHA requirements identify hazards in the work & properly resolve/minimize; train staff to compliance.
- Conducted regular in-house inspections, and monitor cleaning schedule completion.
- Prepared wholesome food for meals according to program and menu directives/guidelines.

Food Coordinator

Delta Corporation - 2007 - 2009

- Assure accuracy, timeliness and the assembly of patients food
Maintain daily log of temperature according to HACCP program
Support team members with .
- Observe inmates in a kitchen area in which they clean serve food and other jobs that they may have and also to secure inmates when necessary.
- Work as a food Coordanator.
- Cook and come up with new recipes to put in my fresh bar.
- Plan, budget, and prepare refreshments or meals for organization events.
- Coordinate volunteers and designate roles during meal preparation and service.
- Anderson Scholar Award 2012 Deans List Fall 2010 - Spring 2014
University of Florida College of Agricultural and Life Sciences Honors Program .

EDUCATION

- GED

SKILLS

Typing, Cooking Skills.